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AUTOMATED MANPOWER/PERSONNEL
MANAGEMENT INFORMATION SYSTEM

BUREAU OF LAND MANAGEMENT 1968

DIVISION OF DATA PROCESSING

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U. S. DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

A CONCISE DESCRIPTION
of the
AUTOMATED MANPOWER/PERSONNEL MANAGEMENT INFORMATION SYSTEM

1. Introduction

This system is designed as a Bureau-wide information system dealing with the functions of manpower and personnel management. It provides management and reporting data to all organizational levels, and does not primarily serve as a Personnel Office reporting system. This approach evolved from several basic assumptions.

2. Basic Assumptions

a. The Bureau of Land Management's human resources are its most valuable asset. Too frequently, emphasis is concentrated on the program to be accomplished, the dollar, or planning for future technological improvements without sufficient regard to human resources. This system is designed to emphasize the person as he relates to accomplishing the Bureau's mission.

b. The Personnel Program is the responsibility of the Director and his line officials and not the sole responsibility of the Personnel Office. Staff officials administer portions of the total manpower/personnel function for line management, but the worth, or extensiveness of this function in the organization actually reflects the wishes of management. Staff officials properly act for, but never instead of the line manager.

c. Managers at each level must utilize every tool available to them to have an effective manpower/personnel management program. This system places many such tools, never before available, in the hands of managers.

d. More emphasis is being placed upon manpower and personnel management by the Department, Bureau of the Budget and Congress than ever before. We, as a Bureau, must increase our emphasis in these areas.

3. Financial Consideration

The system requires a minimum investment in money and manpower. This is accomplished by taking advantage of existing Bureau ADP capabilities, both within the Division of Data Processing and without. Such capabilities include utilization of existing data in the computerized payroll and financial management systems of BLM; utilization of existing document flow and data coding processes; elimination of manual processes in favor of more economical automated processes, etc. Of most significance is the wealth of intangible benefits accruing to the Bureau.

4. Intangible Benefits

a. Opportunity for improved management of the organizational and position structure as a result of timely reporting by computer and the analysis of historical data related to position activity and financial management information.

b. Availability of unlimited types of organizational data to all levels of management for planning future organizational and manpower needs and for analyzing trends in past organizational activities.

c. Opportunity for the utilization of vital personnel management techniques by Personnel Offices by providing them with many varied statistical analyses relating to such areas as career ladders, employment trends, turnover data, etc.

d. Opportunity for improved Personnel Office activities in recruitment, employment, classification, etc., through the availability of reliable data on vacancies, work performance, college employment ratios, etc.

e. Improved utilization of employees assigned to Manpower and Personnel Offices by assigning employees to "people" work (analysis, etc.) and sending the machine all "machine" work (most of which is now done by people.)

f. Improving the managerial outlook of Line Managers by giving them live, useful data to stimulate their thinking in terms of their manpower/personnel responsibilities and to broaden their frame of reference beyond their own limited area of responsibility.

g. Improving management at all levels by providing "tools" for evaluation, analysis, and reporting, and to strengthen supervisory ability, to improve or confirm judgements and decisions, to improve communications between supervisory levels and between supervisors and employees, and to serve as a basis for recommendations and action.

h. Improved statistical system for mandatory reporting purposes based upon reliable, verified and timely data.

5. System Elements

Elements of the manpower/personnel function to be reviewed for inclusion in the system have been grouped as follows:

Position Related Elements:

- a. Organizational Structure
- b. Position Control
- c. Position Classification
- d. Position Management
- e. Position Qualification Standards
- f. Position Performance Standards

Employee Related Elements:

- a. Recruitment
- b. Employment
- c. Placement
- d. Employee Recognition
- e. Employee Development
- f. Performance Evaluation

Other Elements:

- a. Employee Management Relations
- b. Employee Services
- c. Manpower and Personnel Office Record Maintenance and Report

Preparation.

We include all of these factors as being earmarked for the system because they not only relate to the establishment and maintenance of a

comprehensive manpower/personnel management program, but also because such information can be utilized to evaluate management action in other areas such as program planning, budgeting, and related activities.

6. Implementation Procedure

Our implementation approach is to develop the system on a generation by generation basis. This documentation deals with the first generation effort only. The first generation consists of five specific phases.

PHASE I - "ORGANIZATIONAL" MASTER FILE

This system must be based on a firm, management-approved, organizational and position structure. This phase builds the foundation for the system and provides the framework for subsequent efforts in several dimensions. The vital reason for this action is to insure integration of our automated management information in subsequent phases through relating organizational structure data, position data, job description data, financial data, and employee data to each other and to our end products.

The approved BLM organizational structure is established. The Bureau's organizational and position numbers have been structured to uniquely identify each organizational level and position. In addition, the position number identifies supervisory positions and levels of supervision, i.e., Division, Branch, Section, etc. This structuring when related to data on this file and the "People File" (Phase II) permits the production of such computer printouts as the table of organization, manpower report, vacancy reports, etc.

The entire BLM organization will be maintained on a separate tape file titled "BLM Authorized Organization." A special form has been designed which will serve to update the organization file. Data on this form (15 Elements) provides information needed to produce the output products of Phase I.

PHASE II - ESTABLISH "PEOPLE" MASTER FILE

This effort is directed toward the establishment and maintenance of the "People" Master File. This file consists of 53 data elements, some of which are machine generated. For the most part, however, these elements are located on source documents SF-50 and SF-50A (Notification of Personnel Action). These data elements are compatible with current Departmental and Civil Service Commission requirements, as is the total system. Existing coding forms and processes will be utilized to capture the few additional data elements which are required to complete this master file. The forms will be processed only once for input to payroll and financial management as well as this system--and they are completely integrated.

This procedure assures absolute control of input to the system at one point in the Bureau. Should control be fragmented into several or many input sources, experience shows that the system will fail in a short period of time.

The controlling organization for input to this phase as well as the total system from a coding standpoint only is the Branch of Financial Management, Denver, Colorado.

The "People" Master File is updated each two weeks in cycle with the Payroll. Reports regarding accessions, separations and changes will be produced at that time as well as establishing historical records on each individual affected.

In order to assure file completeness, an edit program has been developed which will examine the Master File and prepare a report, by individual, of those data elements that are in error, incomplete or missing. This report will be forwarded to the respective Personnel Office affected for researching the information. It is then forwarded to the coding section for entry to the system. Therefore, the Personnel Offices have data control responsibility as they properly should.

Emphasis in Phase II, then, is on establishing and maintaining "clean" data on the Bureau's employees, as opposed to Phase I which establishes and maintains a file on the organization and its positions.

PHASE III - AUTOMATED LIBRARY LINK

The first two phases have established a vast library of information on organizational, position, and personnel data which, when combined with information available on the automated payroll system, will satisfy a large number of informational and reporting needs. At this point, we will utilize this Library of Information as a highly responsive and flexible data source to satisfy special, non-recurring, requests for information, from any organizational level. In other words, we will prepare a special utility computer program which will give us fast access to the Library of Information, requiring minimum formats but maximum use in responding to telephone or speed message types of requests.

The customer will use a parameter card which shows the various combinations of data elements available in the tape files. Based upon his report need, the customer will forward the card for processing by computer indicating the desired information (for example, a listing of all employees, by office, and within office arranged by occupation and grade). The computer will search, extract, and list the desired data and the final product returned to the customer in a short period of time.

This computer program will have a self-balancing feature, provide three levels of totals at office, state and Bureau, allow sub-total accumulation vs overall control totals, and will permit direct internal computations between data elements.

PHASE IV - PERSONNEL INFORMATION FOR MANAGEMENT USE

Phase IV is divided into three segments for purposes of clarity. In actuality, the three segments will be under development simultaneously from the systems standpoint.

a. Management Reports - Programming effort in this area will provide ELM Management with a large variety of "Management-type" reports whose primary use will be for the evaluation and planning purposes by management at every level.

These reports will be "functionalized" depending on the area of interest. For example, a series will be provided for recruiting. Another series is to be available for employee development. This is the real payoff in developing ELM's human resources.

b. Required Reports - This involves programming effort to produce the personnel reports of the Bureau which are required by the Bureau, Department and Civil Service Commission.

c. Tickler Controls - Programming effort will be directed to establish automated personnel tickler controls now required of the personnel system.

Phase IV will have an impact upon the current operations of the ELM Personnel Offices to the extent that they are now engaged in the manual preparation of reports and the maintenance of records for tickler control purposes. The work involved in this phase will replace manual effort as soon as all checks have been made to assure accuracy and completeness.

PHASE V - MANPOWER/POSITION CORRELATION

Position classification and the annual position review are intended to serve as a part of the organizational and management analysis activities of a Bureau. Under this concept, each supervisor is required, at least annually, to review, in depth, his organization of manpower to reach those objectives as reflected in his organizational structure and on position descriptions. The emphasis of the Annual Position Review, therefore, should be on position management and manpower utilization as well as on accuracy of position descriptions for pay purposes.

Our term of reference for position management is as follows:

Planning and organizing work among available positions to insure greatest program output of acceptable quality at the lowest possible cost involving (a) consideration of the total cost of all positions with a view to reducing the cost, (b) maximum utilization of skills and abilities represented on the work force, (c) assuring a minimum number of managerial or supervisory positions in a proper ratio to non-supervisory employees, and (d) assignment of responsibility so as to avoid conflicting, overlapping and unnecessary duties and responsibilities.

Producing an annual position review report with summaries and analyses would be the minimum effort in this area. Relating the review to values established by Bureau management, financial management activities, and other Bureau activities should give managers and supervisors a better picture of how the Bureau is organized and functioning to accomplish

its mission. In actuality, the first-generation system will utilize the "BLM Authorized Organization" file which identifies the position, its CSOC and title and combines this data with the Time and Attendance Master file from the Payroll System. A result of this program will be:

- a. The position number, and occupation code and title presently authorized, compared to
- b. What work has been performed by people in the position by hours, by type of work.

We should be able to tell if (a) the position is being used for the purpose authorized, (b) whether the job description is accurate, and (c) discover areas where coding accuracy (T&A) could be improved.

A sample of an output product of this phase is shown on the following page.

This phase facilitates top management analysis by computer of the technical program and administrative operations by inter-relating the:

- a. Operating Budget,
- b. Organization,
- c. Personnel Data,
- d. Accounting Data, and
- e. Capitalized Equipment files.

MANPOWER/POSITION CORRELATION PRESENTATION

POSITION NUMBER 43 110 0013
PRESENT TITLE FORESTER
PRESENT CSOC 460

THE FOLLOWING IS WORK PERFORMED BY PERSONNEL
OCCUPYING THIS POSITION DURING THE PAST YEAR

HOURS	TYPE OF WORK
64	MINERAL ENTRIES AND INVESTIGATIONS
121	LAND TENURE ANALYSIS
197	USE ADJUSTMENTS
3	WILD LIFE PLANNING
72	R D & C SURVEY AND PLANS
326	BRUSH CONTROL
149	WATER DEVELOPMENT
703	OTHER WATER DEVELOPMENT PRACTICES

SUMMARY

This first generation effort will provide a data base for the production of the indicated reports, and will satisfy other reporting needs yet to be conceived by the users of the system. All data will be reconciled by the system and will undergo a computerized validation.

"Live" computer report examples are attached and represent products from Phase I thru Phase IV. These products were produced from current active computer programs that are finalized, subject to customer modification, or are in the final stages of completion.

A "PERT" chart and systems book of the total first generation effort is available from the Division of Data Processing to provide further details.

Subsequent generations of effort will deal with automated training and employee development data, skills inventories, employee and supervisory survey data, Personnel Office manual processing activities, and related areas. These elements have been earmarked for subsequent generations as they require significantly different data elements, source documents, and organizational control responsibilities than those described in the first generation.

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UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

AS OF AUGUST 28 1967

TABLE OF ORGANIZATION

PAGE 2

OFFICE: ALBUQUERQUE DISTRICT
STATE: NEW MEXICO
DIVISION OF OPERATIONS

POSITION NUMBER	POSITION TITLE	ORGANIZATION TITLE	PAYPLAN	CSOC	GRADE	EMPLOYEE NAME	TYPE APPT	FILE STATUS
30 010 2713	RANGE CONSERV		GS	454	05	MC VICKER GARY A	C-COND	
DIVISION OF RESOURCE MANAGEMENT								
30 010 3701	NAT RESC SPEC	CHIEF	GS	401	12	HEMME JAMES C	CAREER	RECRUIT
30 010 3704	RANGE CONSERV		GS	454	11	MICHAEL DUANE D	CAREER	
30 010 3705	REALTY SPFC		GS	1170	11	ROBERTS COLE H	CAREER	
30 010 3706	FORESTER		GS	460	09	DOSSETT ANDREW J	CAREER	
30 010 3707	ENGINEER-PINING		GS	800	09	RHODES JOHN B	CAREER	
30 010 3708	RANGE CONSERV		GS	454	09	BRYANT CHARLES L	CAREER	
30 010 3709	WLDLF MGMT PIOL		GS	406	07	JOHNS JR MONTFORD H	C-COND	
30 010 3792	WLDLF MGMT PIOL		GS	406	07	ROBERTS JR EDWARD C	C-COND	
SAN JUAN RESOURCE AREA								
30 010 4001	NAT RESC MGR	MANAGER	GS	401	11	HASLEM JOSEPH J	CAREER	
30 010 4004	NAT RESC SPEC		GS	401	09	PETERSON PILLY L	CAREER	
30 010 4005	RANGE CONSERV		GS	454	07	BERGREN LEON E	C-COND	
CHACO RESOURCE AREA								
30 010 5001	NAT RESC MGR	MANAGER	GS	401	09	DAVIS JAMES L	CAREER	
30 010 5004	INTERPRETER		GS	1047	07	YAZZIE JUSTIN D	TAPE	
30 010 5005	RANGE CONSERV		GS	454	07	MCDANIEL JAMES K	C-COND	CLASSIFY
RIO PUERTO RESOURCE AREA								
30 010 6001	NAT RESC MGR	MANAGER	GS	401	11	MITCHELL JAMES L	CAREER	

REGULAR

PHASE I - #2
As of November 04 1967

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

STATE: UTAH

STATE TOTALS T/O

TOTAL CONTROLLED POSITIONS: 23

POSITION CEILING DATA

PERMANENT POSITIONS BY GRADE

GS-15: 1

GS-14: 1

GS-13: 9

GS-12: 16

GS-11: 54

TOTAL: 81

1. AUTHORIZED POSITION CEILING: 221

2. CURRENT VACANT POSITIONS : 10

3. UNIDENTIFIED VACANCIES : 1

4. CURRENT FILLED POSITIONS : 210

5. OVER-CEILING BEGINNING PROS: 0

6. OTHER OVER-CEILING EMPLOYEES: 0

7. TOTAL DUALS : 2

8. TOTAL ACTUAL EMPLOYEES : 212
(LINES 4 THRU 7 INCL)

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

AS OF AUGUST 28 1967

STATE: BUREAU TOTALS

T/O RECAP

STATE TOTALS

	BUREAU	ARI	CAL	CGL	DC	IDA	MON	NEV	NMEX	ORE	UTAH	WYO	ALA	DSC	PSC	BIFC	ESAC	ESLC	ESD
TOTAL CONTROLLED POSITIONS	276	19	30	24	0	20	20	22	21	40	35	21	24	0	0	0	0	0	0
POSITIONS GS-11 AND ABOVE	1243	47	91	78	154	66	66	74	51	195	78	63	65	124	62	10	4	3	12
1. AUTHORIZED CEILING	3659	142	279	183	305	194	193	200	185	754	270	194	205	322	197	16	7	6	57
2. CURRENT VACANT POSITIONS	241	13	19	7	43	10	10	9	4	39	11	3	15	22	21	2	0	1	12
3. UNIDENTIFIED VACANCIES	4	0	0	0	0	0	1	0	0	0	0	0	0	3	0	0	0	0	0
4. CURRENT FILLED POSITIONS	3456	132	265	177	272	185	182	195	183	715	211	191	194	297	180	14	7	5	51
5. OVER-CEILING BEGIN. PPOS	28	1	6	4	0	3	2	3	1	1	1	6	0	0	0	0	0	0	0
6. OTHER OVER-CEILING EMPLS	13	0	2	2	0	1	1	2	0	4	0	0	0	1	0	0	0	0	0
7. TOTAL DUALS	29	0	3	2	3	0	1	1	1	5	2	3	2	2	3	0	0	0	1
8. TOTAL ACTUAL EMPLOYEES	3526	131	276	185	275	189	186	201	185	725	214	200	196	300	183	14	7	5	52

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

LIST OF ACTIONS PENDING AGAINST THE T/O AS OF AUGUST 19 1967*

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PERSONNEL APPOINTING AUTHORITY WITH AREAS OF RESPONSIBILITY	TYPE OF ACTION	ORGN NUMBER	PAYPL GRADE	CSOC	POSITION TITLE	SF-52 NUMBER	SF-52 DATE	PROPOSED EFF DATE	POSITION FILLED/VACANT
DENVER SERVICE CTR NEW MEXICO	ESTABLISH	30 060 3706	-				/ /	/ /	FILLED
	CLASSIFY	30 010 5A05	GS-07	454	RANGE CONSERV	0013	07/20/67	07/30/67	FILLED
	CLASSIFY	30 030 1707	GS-04	322	CLK TYPIST	0021	06/01/67	06/27/67	FILLED
	CLASSIFY	30 030 2706	GS-09	810	ENGINEER-CIVIL	0023	06/01/67	06/27/67	FILLED
	CLASSIFY	30 030 3787	GS-05	1170	REALTY ASST	0022	06/01/67	09/10/67	FILLED
	CLASSIFY	30 060 1600	GS-13	340	DISTRICT MGR	0002	07/03/67	07/17/67	VACANT
	CLASSIFY	30 910 1104	GS-13	1081	PUB INFORM OFCR	0196	04/16/67	04/23/67	FILLED
	CLASSIFY	30 910 2205	GS-13	401	NAT RESC SPEC	0025	06/23/67	09/10/67	FILLED
	CLASSIFY	30 910 2206	GS-13	401	NAT RESC SPEC	0024	06/23/67	09/10/67	FILLED
	CLASSIFY	30 940 2301	GS-12	1373	SUP CADAS SURV	0020	06/01/67	06/13/67	FILLED
	CLASSIFY	30 940 2307	GS-07	373	CADAS SURV	0235	06/07/67	06/18/67	FILLED
	RECRUIT	30 010 3701	GS-12	401	NAT RESC SPEC	0027	06/08/67	09/25/67	FILLED
	RECRUIT	30 030 5804	GS-07	401	NAT RESC SPEC	0009	07/10/67	08/27/67	FILLED
	RECRUIT	30 060 4804	GS-09	454	RANGE CONSERV	0007	07/05/67	07/30/67	FILLED
	RECRUIT	30 060 4405	GS-09	454	RANGE CONSERV	0018	07/21/67	08/27/67	VACANT
	RECRUIT	30 060 5804	GS-09	454	RANGE CONSERV	0006	07/05/67	07/30/67	FILLED
	DUAL	30 060 5806	GS-05	454	RANGE CONSERV	0015	07/21/67	08/28/67	FILLED
TOTAL PENDING ACTIONS: ESTABLISH- 1 ABOLISH- 0, CLASSIFY- 10, RECRUIT- 5, DUAL- 1									

*BASED ON AUTHORIZED T/O. DOES NOT INCLUDE PENDING ACTIONS AGAINST
OVERCILING POSITIONS, BEGINNING PROFESSIONALS, OR TEMPORARY POSITIONS.

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT
REGULAR

VACANCY REPORT-PART ONE *
BY OCCUPATION AND GRADE

AS OF AUGUST 26, 1967
BUREAU-WIDE
PAGE 13

CSOC POSITION TITLE	GRADE	ORGN NUMBER	ORGANIZATION TITLE	ORGANIZATION NAME	RECRUIT-52-NR	52-DATE	DATE-VACATED
1373 CADASTRAL SURV	11	08 330 2308		BRANCH OF CADASTRAL ENGINEERING		02/14/66	02/14/66
SUPV CDSTRL SVY	09	50 020 5708		DIVISION OF ENGINEERING	0000	00/00/00	08/01/67
SUPV CDSTRL SVY	09	50 940 3407		ELECTRONICS SURVEY SECTION	0000	00/00/00	08/01/67
CADAS SURV	09	50 940 3408		ELECTRONICS SURVEY SECTION	0455	11/18/66	11/18/66
CADAS SURV	09	52 400 1320		BRANCH OF CADASTRAL SURVEYS		02/12/67	02/12/67
SUP CADAS SURV	07	49 940 2309		BRANCH OF CADASTRAL SURVEYS	0103	01/27/67	01/27/67
SUP CADAS SURV	07	52 400 1319		BRANCH OF CADASTRAL SURVEYS	0073	05/24/67	05/24/67
CADAS SURV	07	53 400 2408		SURVEY CREWS	0010	07/11/67	07/11/67
1712 INSTRUCTOR	09	56 353 1206		DIVISION OF STANDARDS & TRAINING	0025	02/20/67	02/20/67
2001 PROP MGMT ASST	09	08 550 3401 CHIEF		PROPERTY MGMT & PROCUREMENT SEC	0025	07/11/67	07/11/67
2020 PROCUR CLK	04	52 550 1411		PROCUREMENT SECTION	0000	00/00/00	08/26/67
PROCUR CLK	04	52 550 1413		PROCUREMENT SECTION	0000	00/00/00	08/26/67
2040 SUPP CLK	05	53 550 2408		PROPERTY MANAGEMENT SECTION	0253	05/23/67	08/26/67
2181 AIRPLANE PILOT	13	56 352 1204		DIVISION OF AIRCRAFT OPERATIONS	0000	00/00/00	08/01/67

* REFLECTS T/O VACANCIES ONLY.

DOES NOT INCLUDE RECRUITING AGAINST OVERCEILING POSITIONS, BEGINNING PROFESSIONALS, INTENDED DUALS, AND TEMPORARY POSITIONS.

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT
REGULAR

VACANCY REPORT-PART FOUR *
30-60-90 DAY VACANCIES BY STATE AND OCCUPATION

AS OF AUGUST 26, 1967
PAGE 3

CSOC POSITION TITLE GRADE ORGN NUMBER ORGANIZATION TITLE ORGANIZATION NAME RECRUIT-52-NR 52-DATE DATE-VACATED

36 - OREGON

POSITIONS VACANT 61 TO 90 DAYS

0440 FORESTER	05	36	110	1717	DIVISION OF ADMINISTRATION	0046	06/07/67	06/07/67
FORESTER	05	36	110	6825	GREENSPRINGS-APPELATE RES AREA	0044	05/31/67	05/31/67

POSITIONS VACANT OVER 90 DAYS

0322 CLK TYPIST	03	36	920	3312	BRANCH OF TITLE AND RECORDS	0017	08/16/67	05/05/66
0401 NAT RESC SPEC	12	36	060	3701 CHIEF	DIVISION OF RESOURCE MANAGEMENT	0010	05/19/67	05/19/67
0460 FORESTER	05	36	080	4835	CASCADE RESOURCE AREA	0106	03/30/67	03/30/67
FORESTER	07	36	100	5827	SOUTH UMPQUA RESOURCE AREA	0102	03/30/67	03/30/67
FORESTER	07	36	110	4821	GLENDALE-GALICE RESOURCE AREA	0099	03/30/67	03/30/67
FORESTER	05	36	110	5823	TRAIL RESOURCE AREA	0127	05/03/67	05/03/67
0056 SUP ELECT TECH	12	36	940	3301 CHIEF	BRANCH OF COMMUNICATIONS	0111	04/03/67	04/03/67

* REFLECTS 7/0 VACANCIES ONLY.
DOES NOT INCLUDE RECRUITING AGAINST OVERCEILING POSITIONS, BEGINNING PROFESSIONALS, INTENDED DUALS, AND TEMPORARY POSITIONS.

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

MANPOWER REPORT

AUGUST 19 1967

OFFICE--DIV OF ENGINEERING
STATE--ARIZONA

ST-OFC-POS	EMPLOYEE NAME	SEX	POSITION TITLE	PAY PLAN	OCCU CODE	GR/LV	SALARY PAY-RT	SCD-LEAVE MO-DY-YR	DNSI MO-DY-YR	BIRTH-DY MO-DY-YR	TYPE APMT	VET PREF
02 940 3304	PATTON DOROTHY P	F	CARTO AID	GS	1371	04-03	5096.00	05/17/62	00/00/00	09/26/18	C-COND	NONE
02 940 3305	EVANS GEORGE L	M	CARTO AID	GS	1371	04-01	4776.00	12/25/66	00/00/00	03/21/45	C-COND	NONE
02 940 3306	VACANT	*	CARTO AID	GS	1371	04-01	4776.00	= EFF DT				

BRANCH OF COMMUNICATIONS

02 940 4301	CHAFFIN ROY M	M	ELECTRONIC TECH	GS	0856	09-04	8479.00	01/25/50	00/00/00	11/07/14	CAREER	10-C
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OTHER EMPLOYEES THIS OFFICE

02 940 9997	THIESSEN IRA P	M	SURVEYING AID	GS	0817	04-01	4776.00	12/15/62	00/00/00	11/27/42	C-COND	5-PT
02 940 9997	THIESSEN RAY E	M	SURVEYING AID	GS	0817	04-02	4936.00	02/04/63	00/00/00	08/31/41	C-COND	5-PT
02 940 9997	FULLER MARTIN W	M	SURVEYING AID	GS	0817	03-02	4413.00	06/22/63	00/00/00	05/20/44	C-COND	5-PT
02 940 9997	WILLIAMS DONALD G	M	SURVEYING AID	GS	0817	03-02	4413.00	03/10/62	00/00/00	07/06/38	C-COND	5-PT
02 940 9998	SHKIVER JR HARRY C	M	SURVEYING AID	GS	0817	03-01	4269.00		00/00/00	04/20/48	X-LTD	NONE
02 940 9998	SCHERMAN GLENDA L	F	CLERK STENO	GS	0312	04-06	5576.00	04/21/51	00/00/00	03/27/25	TEMLTD	NONE
02 940 9998	JOLLY JAMES H	M	SURVEYING AID	GS	0617	02-01	3925.00	01/06/63	00/00/00	05/28/44	X-LTD	5-PT
02 940 9998	JONES JERREL L	M	SURVEYING AID	GS	0617	01-01	3609.00		00/00/00	11/10/47	X-LTD	NONE
02 940 9998	STRUCKMEYER III F C	M	SURVEYING AID	GS	0617	02-01	3925.00		00/00/00	02/08/49	X-LTD	NONE
02 940 9998	OVIATT GEORGE P	M	SURVEYING AID	GS	0617	03-01	4269.00		00/00/00	10/05/47	X-LTD	NONE

ANNUAL SALARY FILLED/VACANT THIS OFFICE= \$182,020.00
STATE= \$1,327,726.40TOTAL APPOINTMENTS THIS OFFICE= 28 LTD= 6 NOT LTD= 22
STATE= 170 30 140

POSITIONS USED

POSITIONS USED											PERSONNEL TYPE OF APPOINTMENTS																
TOTAL	NR-PERM	OVER	BEGN	PT	ALL	FILLED	CEIL	PROF	INTH	ARE	TEMP	FIRE	NR	NR	MIL	AVERAGE	CAR-	CAR-	TEMP	In-	XCP-	XCP-	XCP-	-0-			
OFFICE	STATE											CYCL	VAC	DUAL	LOP	LV	GRADE/SALARY	EER	COND	TAPR	-LTD	TERM	DEF	CAR	C-CD	LTD	
29	183	18	0	0	0	4	6	0	1	0	0	0	0	0	0	0	8.89	7258.84	13	9	0	1	0	0	0	5	0
163	132	0	1	0	7	27	3	13	0	0	0	0	0	0	0	0	7.96	8273.35	106	30	4	7	0	0	0	23	0

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

BLM-REGULAR MANPOWER RECAPITULATION BY STATES
08/19/67

6.	POSITIONS USED													PERSONNEL TYPE OF APPOINTMENTS											
	TOTAL	NR-PERM	OVER	BEGN	PT--			FIRL	NR	NP	NR	MIL		AVERAGE	CAR-	CAR-	TEMP	IN-	XCP-	XCP-	XCP-	--0-			
	ALL	FILLED	CELL	PROF	INTM	WAE	TEMP	CTRL	VAC	PVAL	LWOP	LV		GRADE/SALARY	FER	COND	TAPR	LTD	TERM	DEF	CAR	C-CD	LTD		
ARIZONA	183	132	0	1	0	7	27	3	13	0	0	0	7.96	\$273.35	106	30	4	7	0	0	0	0	23	0	
CALIFOR	432	265	2	6	1	6	80	51	19	3	0	0	8.11	\$259.59	223	61	1	6	0	0	0	0	125	0	
COLORAD	310	177	2	4	0	7	98	15	7	2	0	0	8.55	\$632.56	154	34	4	9	0	0	0	0	104	0	
WASHING	362	272	0	0	1	0	45	0	43	4	0	1	9.62	\$1052.72	239	39	0	22	0	0	0	0	24	0	
IDAH0	573	185	1	3	0	15	135	224	10	0	0	1	8.49	\$517.38	151	51	2	15	0	0	0	0	345	0	
MONTANA	341	182	1	2	0	12	117	17	10	1	0	0	8.42	\$334.99	145	48	6	7	0	0	0	0	126	0	
NEVADA	477	195	2	3	0	14	116	138	9	1	0	0	8.30	\$486.86	158	54	5	20	0	0	0	0	232	0	
NEW MEX	256	183	0	1	0	7	61	0	4	1	0	1	7.83	\$793.42	150	34	4	10	0	0	0	0	52	0	
OREGON	1148	715	4	1	0	17	264	106	39	4	2	0	8.30	\$223.43	565	177	1	16	0	0	0	0	356	0	
UTAH	400	211	0	1	2	18	136	21	11	2	0	0	8.04	\$256.70	159	52	23	6	0	0	0	0	150	1	
WYOHING	307	191	0	6	0	12	85	10	3	2	0	0	7.90	\$136.83	163	39	9	5	0	0	0	0	90	0	
ALASKA	424	194	0	0	0	3	114	98	15	2	0	0	8.03	\$187.12	125	69	4	22	0	0	0	0	192	0	
DENVER	432	297	1	0	1	4	107	0	22	2	1	1	8.21	\$664.70	234	67	1	15	0	0	0	0	88	1	
PORTLAN	236	181	0	0	0	1	33	0	21	3	1	0	7.48	\$778.25	135	42	0	22	2	0	0	0	18	0	
BOISE 1	110	14	0	0	0	0	2	92	2	0	0	1	10.06	\$1320.56	13	2	0	3	0	0	0	0	91	0	
MEARING	7	7	0	0	0	0	0	0	0	0	0	0	11.57	\$3796.86	7	0	0	0	0	0	0	0	0	0	
MEARING	6	5	0	0	0	0	0	0	1	0	0	0	11.00	\$2464.00	5	0	0	0	0	0	0	0	0	0	
EASTERN	73	51	0	0	0	0	10	0	12	1	0	0	6.53	\$394.03	45	6	1	6	0	0	0	0	4	0	
BUREAU	6077	3457	13	28	5	125	1432	775	241	28	4	5	8.27	\$502.16	2777	808	65	191	2	0	8	0	2020	2	

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

MANPOWER REPORT

08/19/67

CONSOLIDATED DETAIL OF PERSONAL SERVICES

GRADE	TOTAL PEOPLE THIS GRADE	TOTAL ANNUAL SALARY
16	0	\$ 0.00
17	1	\$25,800.00
16	3	\$66,925.00
15	41	\$791,170.00
14	71	\$1,144,177.00
13	177	\$7,468,585.00
12	314	\$1,762,703.00
11	671	\$6,837,194.00
10	1	\$8,421.00
09	826	\$6,895,361.00
08	7	\$56,996.00
07	465	\$3,212,400.00
06	105	\$699,348.00
05	568	\$1,338,904.00
04	397	\$2,107,793.00
03	158	\$713,056.00
02	16	\$63,664.00
01	2	\$7,620.00
BUREAU	3823	\$32,213,433.00

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

AS OF AUGUST 28 1967

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BUREAU

OCCUPATIONAL GROUPS REPRESENTED (PERMANENT POSITIONS FILLED & VACANT)*

OCCUP. SERIES TITLE	CSOC	BUREAU	ARI	CAL	COL	DC	IDA	MON	NEV	NMEX	ORE	UTAH	WYO	ALA	DSC	PSC	BIFC	ESAC	ESLC	ESO
COMPUTER AID & TECH	335	2	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0
PROGRAM MANAGEMENT	340	94	4	9	6	4	7	7	8	5	20	9	7	5	1	2	0	0	0	0
ADMIN OFFICER	341	82	5	7	7	2	7	7	7	6	12	9	7	4	1	0	1	0	0	0
OFFICE SERVICE NGMT	342	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MANAGEMENT ANALYSIS	343	20	0	0	0	14	0	0	0	0	0	0	0	0	4	2	0	0	0	0
NGMT TECHNICIAN	344	5	0	0	0	3	0	0	0	0	1	0	0	0	0	1	0	0	0	0
PROGRAM ANALYSIS	345	3	0	0	0	2	0	0	0	0	0	0	0	0	1	0	0	0	0	0
OFFICE MACHINE OPS	350	4	0	2	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
CARD PUNCH OPS	356	8	0	0	0	0	0	0	0	0	0	0	0	0	7	1	0	0	0	0
EAH PROJECT PLNG	362	2	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0
TELEPHONE OPERATING	382	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0
BIOLOGICAL SCIENCE	401	404	20	34	47	27	31	51	33	31	27	50	42	13	3	0	0	0	0	0
RANGE CONSERVATION	454	271	14	28	9	7	25	24	26	27	57	7	22	0	19	6	0	0	0	0
RANGE TECHNICIAN	455	53	2	1	2	0	4	5	5	4	5	22	3	0	0	0	0	0	0	0
FIRST & RGE FIRE CTL	456	26	0	1	0	0	3	0	4	0	5	0	1	11	0	0	1	0	0	0
FORESTRY	460	430	6	31	11	7	18	5	4	1	319	4	5	6	5	8	6	0	0	0
FORESTRY TECH	462	60	0	4	0	0	0	0	0	0	55	0	1	0	0	0	0	0	0	0
SOIL SCIENCE	470	5	1	1	1	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0
FISHERY BIOLOGY	482	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0
WILDLIFE BIOLOGY	486	38	2	2	3	7	1	2	2	6	4	5	2	4	2	1	0	0	0	0
GEN ACCTG CLK & ADM	501	15	1	1	1	2	0	1	1	0	1	0	2	0	5	0	0	0	0	0

*INCLUDES BEGINNING PROFESSIONALS, OTHER OVER-CEILING EMPLOYEES AND DUALS.

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

RUN DATE: NOVEMBER 24 1967

ORGANIZATIONAL CHANGES
ACTION LISTING

PAY PERIOD ENDING DATE: NOVEMBER 18 1967
PAGE 1

CHANGES FOR ALASKA

RECORD	ST	OPC	P-NO	ACTION	PP	CSOC	GR	SOC-SEC	EMPLOYEE NAME	POSITION TITLE	SALARY	ACT-DY	PRO-DY	REMARKS
OLDMST	50	010	1702		GS	00301	05	574146516	HOWLETT CATHRYN C	CLERK	05683	000000	000000	
CNCREC	50	010	1702	ABOLIS	GS	00301	05			CLERK	110667			CHANGES TO NEW MASTER
NEWMST	50	010	1702		GS	00301	05				111867	000000		STATUS IS ABOLISH
OLDMST	50	010	1704		GS	00322	04	042204269	WOODMAN PHYLLIS S	CLK TYPIST	04936	110467	111367	STATUS IS RECRUIT
NEWMST	50	010	1704		GS	00322	04	08000000000000000000		CLK TYPIST	04776	110467	111367	VACANCY CREATED ON MAST
OLDMST	50	010	1707		GS	00322	04	563626410	BADER BETTY J	CLK TYPIST	04776	000000	000000	
CNCREC	50	010	1707	RECRUIT	GS	00322	04			CLK TYPIST	110667	111967		CHANGES TO NEW MASTER
PAYREC	50	010	1707		GS	00322	04	563626410	BADER BETTY J	CLK TYPIST	04776			REFLECTED ON NEW MASTER
NEWMST	50	010	1707		GS	00322	04	563626410	BADER BETTY J	CLK TYPIST	04776	111867	111967	STATUS IS RECRUIT
NO MASTER PRESENT FOR THIS POSITION.														
CNCREC	50	010	1710	ESTABL	GS	00301	05			CLERK	110667			NEW MASTER FROM CN6 REC
MISSING SF52 NUMBER														
QUESTIONABLE DATE SHOWN														
REFLECTED ON NEW MASTER														
NO MASTER PRESENT FOR THIS POSITION.														
PAYREC	50	010	1710		GS	00301	05	574146516	HOWLETT CATHRYN C	CLERK	05683			
NEWMST	50	010	1710		GS	00301	05	574146516	HOWLETT CATHRYN C	CLERK	05683			
OLDMST	50	010	2705		GS	00456	09	016205226	KITSON GEORGE L	FIRE DISPATCHER	08740	000000	000000	
CNCREC	50	010	2705	RECRUIT	GS	00456	09			FIRE DISPATCHER	111867	111967		CHANGES TO NEW MASTER
PAYREC	50	010	2705		GS	00456	09	016205226	KITSON GEORGE L	FIRE DISPATCHER	08740			REFLECTED ON NEW MASTER
NEWMST	50	010	2705		GS	00456	09	016205226	KITSON GEORGE L	FIRE DISPATCHER	08740	111867	111967	STATUS IS RECRUIT
OLDMST	50	010	5804		GS	01170	09	245012567	SMITH JR CLARENCE R	REALTY SPEC	08479	081667	121866	STATUS IS CLASSIFY
CNCREC	50	010	5804	REPLAC	GS	01170	09			REALTY SPEC	110667			CHANGES TO NEW MASTER
PAYREC	50	010	5804		GS	01170	09	245012567	SMITH JR CLARENCE R	REALTY SPEC	08479			REFLECTED ON NEW MASTER
NEWMST	50	010	5804		GS	01170	09	245012567	SMITH JR CLARENCE R	REALTY SPEC	08479	111867	000000	LAST ACTION WAS REPLACE
OLDMST	50	010	8804		GS	00301	11	574105545	GRAY H DOUGLAS	NAT RESC SPEC	09851	000000	000000	
CNCREC	50	010	8804	ABOLIS	GS	00301	11			NAT RESC SPEC	111667	111967		CHANGES TO NEW MASTER
PAYREC	50	010	8804		GS	00301	11	574105545	GRAY H DOUGLAS	NAT RESC SPEC	09851			REFLECTED ON NEW MASTER
NEWMST	50	010	8804		GS	00301	11	574105545	GRAY H DOUGLAS	NAT RESC SPEC	09851	111867	111967	STATUS IS ABOLISH
OLDMST	50	020	1604		00			00000000000000000000		0000000000000000	102167	110567		STATUS IS ESTABLISH
PAYREC	50	020	1604		GS	00322	03	535742092	LAW LOUISE L	CLK TYPIST	04269	102167	110567	ADDED TO NEW MASTER
NEWMST	50	020	1604		GS	00322	03	535742092	LAW LOUISE L	CLK TYPIST	04269	000000	000000	
OLDMST	50	020	2708		GS	00456	07	00000000000000000000		FIRE DISPATCHER	06451	000000	000000	
CNCREC	50	020	2708	CLASFY	GS	00456	09			FIRE DISPATCHER	110767	111967		CHANGES TO NEW MASTER
NEWMST	50	020	2708		GS	00456	09	00000000000000000000		FIRE DISPATCHER	111867	111967		STATUS IS CLASSIFY
OLDMST	50	020	2710		WB	05803		00000000000000000000		MAINTENANCE	10628	081467	052367	STATUS IS RECRUIT
CNCREC	50	020	2710	ABOLIS	WB	05803				MAINTENANCE	110867			CHANGES TO NEW MASTER
CHANGE	50	020	2710	ESTABL	GS	00322	03			CLK TYPIST	110867			SUPERSEDED NOT ON MAST
NEWMST	50	020	2710		WB	05803		00000000000000000000		MAINTENANCE	10628	111867	052367	STATUS IS ABOLISH
PAYREC	50	020	2714		GS	00456	07	503327712	ROBERTSON WILLIAM J	SNOKEJUMPER	06664			ADDED TO DUAL MASTER

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

PERSONNEL ROSTER AS OF
ALL EMPLOYEES BY NAME
AUGUST 18 1967
PAGE 7

EMPLOYEE NAME	SOC-SEC-NR	ST-OF-C-POS	JOB TITLE	CSOC	GR/LV	SALARY	BIRTH	SCD-LV	DLET	APMT	VET	HDCP
APPEL RONALD O	325-34-5502	25 020 704	REALTY SPEC	1170	09-04	8479	03/30/39	09/15/61	00/00/00	CAREER	NONE	1
APPLEGATE LEWIS P	520-36-4164	05 910 206	WDLF MGMT BIDL	0486	12-02	11306	03/19/34	05/29/56	00/00/00	CAREER	5-PTS	1
ARAGON CHARLES R	524-70-3542	05 940 998	STUDENT AID	3506	WB-00	140	04/02/49	00/00/67	00/00/00	X-LTD	NONE	1
ARAGON FLAVIANO R	505-01-4833	30 010 998	LABOPER	3502	WB-00	208	07/25/42	07/29/63	00/00/00	X-LTD	NONE	1
ARANT MICHAEL H	542-50-9603	36 110 998	LABORER	3502	WB-00	252	01/20/46	00/00/67	00/00/00	X-LTD	NONE	1
ARBALLO FANA M	529-70-7424	43 066 998	STUDENT AID	3506	WB-00	140	03/08/49	00/00/67	00/00/00	X-LTD	NONE	1
ARCHIPALD ROBERT E J	545-48-7970	04 050 704	FORESTER	0460	09-02	7957	11/15/36	05/19/59	00/00/00	CAREER	NONE	1
ARCHULETA ANDREW J	505-20-7598	30 940 998	ENGRG AID	0802	04-01	4776	11/30/46	00/00/67	00/00/00	X-LTD	NONE	1
ARCHULETA DONALD R	505-12-5476	30 920 323	CAPTO AID	1371	03-01	4269	08/28/44	06/11/66	00/00/00	C-COND	NONE	1
ARDANS JAMES F	530-30-4294	27 010 998	LABOPER	3502	WB-00	264	07/06/47	00/00/67	00/00/00	X-LTD	NONE	1
ARGERIS VIOLA M	520-38-1210	49 010 705	CLK STENO	0312	03-01	4269	11/06/38	07/13/66	00/00/00	C-COND	NONE	1
ARING ARNOLD F	557-24-5913	36 110 732	FORESTRY AID	0462	05-08	6563	04/19/21	06/10/57	00/00/00	CAREER	NONE	1
ARIOTTI RICHARD A	528-66-3472	43 070 998	ENGRG AID	0802	03-01	4269	07/16/46	00/00/67	00/00/00	X-LTD	NONE	1
ARLT STANLEY R	534-42-6334	11 020 998	SURVEYING AID	0817	04-01	4776	03/15/46	00/00/67	00/00/00	X-LTD	NONE	1
ARMENTA RAY J	505-01-7496	30 920 321	LEGAL CLK	0986	04-04	5256	11/02/42	08/08/61	00/00/00	CAREER	NONE	1
ARMJO FRANCES J	505-20-9441	30 940 998	CLK TYPIST	0322	03-01	4269	12/16/46	06/06/66	00/00/00	TEMLTD	NONE	1
ARMITAGE GERRY LEO	519-50-2530	11 060 998	FORESTRY TECH	0462	05-01	5331	12/23/42	00/00/67	00/00/00	X-LTD	NONE	1
ARMSTRONG FLORENCE B	517-22-4143	11 030 704	CLERK	0312	05-07	6387	02/05/18	10/10/52	00/00/00	CAREER	NONE	1
ARMSTRONG ROBERT E	465-54-4251	05 010 804	RANGF CONSVRY	0454	09-03	8218	11/30/38	12/05/61	00/00/00	CAREER	NONE	1
ARMSTRONG VERNIE D	443-30-8387	36 110 906	FORESTER	0460	09-05	8740	04/06/33	10/10/56	00/00/00	CAREER	5-PTS	1
ARNOLD ROBERT W	542-34-5376	53 400 312	ENGINEER-CIVIL	0810	11-05	11741	09/13/33	03/30/55	00/00/00	CAREER	5-PTS	1
ARNOLD ALLAN E	502-24-0129	05 940 201	SUP CADAS SURV	1373	12-05	12443	03/24/21	02/19/46	00/00/00	CAREER	5-PTS	1
ARNOLD LILLIAN P	522-03-4378	52 520 408	ACCTG TECH	0525	06-08	7253	02/18/13	01/30/44	00/00/00	CAREER	10-OTH	1
ARNOLD WILLIAM K	520-38-6455	43 080 997	OPERATOR GEN	5716	WB-00	309	04/18/31	09/01/61	00/00/00	TAPER	5-PTS	1
ARNS PAUL	520-42-2213	43 040 708	CONST-MAIN SUP	1640	09-05	8740	05/16/01	08/18/41	00/00/00	CAREER	NONE	1

FOR PORTLAND S/C

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

AUGUST 18 1967

HANDICAP/PERSONNEL EDIT-CORRECTION LISTING

PAGE

COMMON DATA ON ALL CARDS = REGION..1-2 30

BLOCK..3-4 04

SOCIAL SEC. NR...505-44-8678

ST-OFC=04-010

JAMES L SCHMIEDING

ERROR/MISSING ELEMENTS TITL	CD-COL FR-TO	NEW DATA	PRESENT DATA	REMARKS
PERS HANDICAP CODE	76-77	--	75	CODE WRONG
ADP-ONLY NOTE-PUNCH 2 IN CARD COL.....00		2		
PERS SERV COMP DATE YP,MO,BY	15-20	-- --	670000	BAD MONTH BAD DAY
ADP-ONLY NOTE-PUNCH 3 IN CARD COL	80	3		

U. S. BUREAU OF LAND MANAGEMENT

PAGE NUMBER 14

LINE COUNT	CRGN CODE	EMPL CODE	TYPE	EMPLOYEE NAME	GRADE	STEP	ANNUAL SLPY	CSC CODE	POSITION TITLE	DATE-OF BIRTH	SVC-COMP DATE	EOB DATE	SEX	VET PREF	HDCP CD	REG
0651.	0294	1	3	BARTA ELIZABETH A	05	06	4211	00310	SECRETARY	11/13/20	05/15/57	00/00/00	3	1	00	30
0652.	0453	1	3	BOOKEP ARDELL F	05	01	5331	00310	SECRETARY	05/16/37	03/25/65	01/24/66	3	1	00	30
0653.	5092	1	3	BURTON MARGIE L	05	07	6307	00310	SECRETARY	06/03/37	11/12/58	00/00/00	3	1	00	30
0654.	0494	1	3	CAPELL SHIPLEY L	05	04	5859	00310	SECRETARY	12/10/24	01/18/58	00/00/00	3	1	00	30
0655.	2794	1	3	CARLILE ALICE M	05	06	6211	00310	SECRETARY	07/12/21	06/22/58	01/30/66	3	1	00	30
0656.	5094	1	3	CARROLL RENA C	05	05	6035	00310	SECRETARY	09/11/29	05/14/63	00/00/00	3	1	00	30
0657.	0492	1	3	CARTY GWENDOLYN M	05	03	5643	00310	SECRETARY	01/10/33	11/21/62	00/00/00	3	1	00	30
0658.	2594	1	3	CLARK VIOLETTE L	05	06	6211	00310	SECRETARY	03/19/51	01/12/51	00/00/00	3	1	00	30
0659.	3613	1	3	CONNELLY LILLIAN P	05	08	6563	00310	SECRETARY	02/07/14	11/03/41	00/00/00	3	1	00	30
0660.	0832	1	3	COCKSEY MARION H	05	07	6347	00310	SECRETARY	01/24/28	12/29/47	06/03/67	3	1	00	30
0661.	3672	1	3	COX FRIEDA S	05	07	6307	00310	SECRETARY	08/12/25	06/02/47	00/00/00	3	1	00	31
0662.	2792	1	3	DAMSON BERNITA O	05	06	6211	00310	SECRETARY	02/26/39	05/28/57	00/00/00	3	1	00	30
0663.	0052	1	3	EDWARDS MARY E	05	03	5603	00310	SECRETARY	04/17/42	08/13/62	10/30/66	3	1	00	30
0664.	4391	1	3	EVANS MARGARET M	05	07	6347	00310	SECRETARY	06/11/25	01/08/56	00/00/00	2	1	00	30
0665.	2592	1	3	FLETCHER ELOISE P	05	06	6211	00310	SECRETARY	10/24/03	12/30/57	00/00/00	3	1	00	30
0666.	0852	1	3	GROSS PATRICIA T	05	01	5331	00310	SECRETARY	06/05/44	08/05/63	10/24/66	3	1	00	30
0667.	0833	1	3	HARGESTY I ANNABEL	05	06	6211	00310	SECRETARY	08/23/08	08/28/54	00/00/00	2	1	00	30
0668.	1191	1	3	HUDSON MICHEL D	05	01	5331	00310	SECRETARY	03/02/44	03/16/64	10/25/65	3	1	00	30
0669.	0831	1	3	ISHIYAMA HARUKO	05	04	5859	00310	SECRETARY	04/06/34	10/16/61	06/19/67	2	1	00	30
0670.	6092	1	3	LAWRENCE ANNIE R	05	06	6211	00310	SECRETARY	03/08/37	09/10/56	00/00/00	3	1	00	30
0671.	6092	1	3	LEDWELL PATRICIA C	05	04	5859	00310	SECRETARY	04/09/41	01/12/60	09/11/66	2	1	00	30
0672.	1192	1	3	LEWIS MIRIAM E	05	04	5859	00310	SECRETARY	05/13/21	04/04/62	00/00/00	3	1	00	30
0673.	2591	1	3	LYALL DOROTHY L	05	04	5859	00310	SECRETARY	12/08/14	03/10/53	00/00/00	3	1	00	30
0674.	4392	1	3	MCARTHUR ELVA G	05	1C	6915	00310	SECRETARY	08/26/03	08/22/34	00/00/00	3	1	00	30
0675.	0821	1	3	MILLER ANDREA F	05	02	5507	00310	SECRETARY	04/13/45	06/17/63	00/00/00	2	1	00	30
0676.	3691	1	3	MILLER LENORE I	05	02	5507	00310	SECRETARY	06/09/28	11/12/63	12/19/65	2	1	00	30
0677.	5240	1	3	MILLER MARCIA L	05	04	5859	00310	SECRETARY	11/24/33	08/01/62	00/00/00	3	1	00	30
0678.	5240	1	3	MILLER MARGARET E	05	07	6307	00310	SECRETARY	04/28/13	11/07/55	00/00/00	3	1	00	30
0679.	0455	1	3	MYERS ANN R	05	01	5331	00310	SECRETARY	09/19/27	03/15/65	12/12/65	2	1	00	30
0680.	0592	1	3	NAKAZONO SATCHIKO T	05	10	6915	00310	SECRETARY	06/18/25	05/06/56	03/28/66	3	1	00	30
0681.	0852	1	3	PACILIO MARY C	05	01	5331	00310	SECRETARY	02/21/46	09/04/65	05/29/67	2	1	00	30
0682.	5254	1	3	PELTZ MARGARET R	05	03	5643	00310	SECRETARY	03/30/22	06/12/59	01/31/66	2	1	00	30
0683.	6092	1	3	POLSKY REBA N	05	09	6739	00310	SECRETARY	01/25/25	12/04/51	11/13/66	3	1	00	30
0684.	0492	1	3	POOL RUTH E	05	07	6347	00310	SECRETARY	06/10/14	10/20/51	00/00/00	3	1	00	30
0685.	0822	1	3	RIDGWAY JOHAN E	05	06	6211	00310	SECRETARY	04/27/19	03/07/51	00/00/00	2	1	00	30
0686.	5220	1	3	ROBINSON MARTHA E	05	04	5859	00310	SECRETARY	11/10/26	02/19/62	00/00/00	3	1	00	30
0687.	4394	1	3	POWER LARA F	05	08	6563	00310	SECRETARY	06/20/15	04/15/45	00/00/00	2	1	00	30
0688.	4371	1	3	SANTI ELLA M	05	02	5507	00310	SECRETARY	11/08/33	04/12/65	00/00/00	3	1	00	31
0689.	3694	1	3	SCHRADER IZETTA O	05	06	6739	00310	SECRETARY	11/11/11	12/15/44	00/00/00	3	1	00	30
0690.	0821	1	3	SEALS MAJESTER LEE	05	02	5507	00310	SECRETARY	10/15/44	10/23/63	10/03/66	3	1	00	30
0691.	3094	1	3	SEGURA MARY Z	05	03	5643	00310	SECRETARY	06/17/42	08/29/61	00/00/00	3	1	00	30
0692.	5091	1	3	SHANE SEPAFIMA M	05	01	5331	00310	SECRETARY	07/26/42	11/23/62	04/24/66	2	1	00	30
0693.	4391	1	3	SHAW MILDRED L	05	09	6739	00310	SECRETARY	11/05/08	03/18/41	00/00/00	3	1	00	30
0694.	0833	1	3	SIGILLITO ROSEMARY	05	08	6563	00310	SECRETARY	03/15/32	06/13/53	00/00/00	2	1	00	30
0695.	4992	1	3	SPIEDNER ANNA L	05	05	6739	00310	SECRETARY	11/23/20	09/18/43	00/00/00	3	2	00	30
0696.	0832	1	3	TICKEL DOLORES J	05	01	5331	00310	SECRETARY	11/25/46	06/21/64	00/00/00	3	1	00	30
0697.	5252	1	3	VIGIL CELIA L	05	03	5643	00310	SECRETARY	06/18/44	01/09/64	00/00/00	3	1	00	30
0698.	3092	1	3	VIGIL TULORES L	05	04	5859	00310	SECRETARY	09/09/41	10/05/59	00/00/00	3	1	00	30
0699.	5230	1	3	WACKER CARLA J	05	05	6035	00310	SECRETARY	09/03/40	01/23/61	00/00/00	3	1	00	30
0700.	4991	1	3	WHELAN LONA M	05	07	6347	00310	SECRETARY	09/07/29	08/26/56	00/00/00	2	1	00	30

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

AGE DISPLAY
(PERMANENT EMPLOYEES ONLY)

AS OF AUGUST 1967
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FORESTRY

PART ONE

BLM TOTALS BY CSOC, GRADE AND AGE

[illegible]

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

AGE DISPLAY
(PERMANENT EMPLOYEES ONLY)

AS OF AUGUST 1967
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PART TWO

BLM TOTALS BY GRADE AND AGE

[illegible]

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

LENGTH OF SERVICE DISPLAY
(PERMANENT EMPLOYEES ONLY)

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RANGE CONSERVATION

PART ONE

914 TOTALS BY CSOC, GRADE AND YEARS SERVICE

[illegible]

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

LENGTH OF SERVICE DISPLAY
(PERMANENT EMPLOYEES ONLY)

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PART TWO

BLN TOTALS BY GRADE AND YEARS OF SERVICE

[illegible]

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

LEAVE HOURS ANALYSIS BY CSOC AND NAME

AUGUST 19 1967
PAGE 321

(PERMANENT EMPLOYEES ONLY)

STATE AND OFFICE	CARRY-OVER	ANNUAL ACCURED YTD	LEAVE USED YTD	USE %	CARRY-OVER	SICK ACCURED YTD	LEAVE USED YTD	USE %
DENVER SERV CTR								
DIV OF DATA PROCESSING								
00318 SECRETARY								
SNIDER NADYNE E	240	96	56	58.33	515	64	44	68.75
CSOC TOTALS	240	96	56	58.33	515	64	44	68.75
00322 CLERK TYPIST								
HCGARY CONNIE L	0	32	28	87.50	0	32	12	37.50
CSOC TOTALS	-0	32	28	87.50	-0	32	12	37.50
00330 COMPUTR SYSTM ADMIN								
FORSEE HAROLD E	235	96	144	150.00	862	64	0	.00
RUSSELL EUGENE D	239	128	112	87.50	760	64	5	7.81
SAUNDERS TOM A	240	108	70	64.81	850	64	1	1.56
CSOC TOTALS	714	332	326	98.19	2,492	192	6	3.13
00334 COMPUTER SPECIALIST								
BROWNE JR ROBERT T	240	128	54	42.18	1,319	64	12	18.75
CAMPBELL WOODROW W	223	128	128	100.00	616	64	8	12.50
HAYHURST ALFRED W	207	96	16	16.66	291	64	30	46.87
ANDREWS JANICE R	129	96	87	90.62	148	64	57	89.06
BRUNELL DOUGLAS L	240	96	108	112.50	387	64	8	12.50
CALABRESE JOHN F	187	96	114	118.75	348	64	53	82.81
KUNKEL RAYMOND G	239	128	64	50.00	976	64	38	59.37
LANCE JR PAUL	236	96	127	132.29	214	64	30	46.87
LOVELACE ROBERT R	179	96	134	139.58	475	64	24	37.50
HOGUE LEO J	128	96	93	96.87	208	64	0	.00
STEINBACH WILLIAM D	133	96	57	59.37	307	64	16	25.00
UHREN DAREL L	0	24	0	.00	0	16	0	.00
DERBY BILLY R	55	96	87	90.62	91	64	96	150.00
LAWTON ROBERT M	68	64	25	39.06	68	64	0	.00
CSOC TOTALS	2,264	1,336	1,094	81.89	5,448	848	372	43.87

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

LEAVE HOURS ANALYSIS BY STATE

(PERMANENT EMPLOYEES ONLY)

AUGUST 19 1967
PAGE ONE::

LEGEND: A.L.=ANNUAL LEAVE S.L.=SICK LEAVE

STATE	EMPLOYEES ACCRUING LEAVE	A.L. ACCRUED	A.L. USED	USE %	S.L. ACCRUED	S.L. USED	USE %
ARIZONA	188	18,022	12,772	70.07	11,320	5,959	52.64
CALIFORNIA	285	28,456	20,480	71.97	17,390	8,652	49.75
COLORADO	192	19,134	13,464	70.37	11,808	6,396	54.17
WASHINGTON, D.C.	279	29,278	21,549	73.60	17,168	10,222	59.54
IDAHO	242	23,444	14,235	60.72	14,774	5,721	38.72
MONTANA	199	19,163	12,943	67.54	12,243	4,402	35.96
NEVADA	217	21,240	13,620	64.12	13,267	6,154	46.39
NEW MEXICO	191	18,824	14,272	75.82	11,844	6,026	50.88
OREGON	814	77,832	56,574	72.69	50,322	19,907	39.56
UTAH	285	26,926	17,920	66.55	17,269	10,223	59.13
WYOMING	211	20,320	14,076	69.27	12,932	5,502	42.55
ALASKA	197	18,698	12,782	68.36	11,952	7,519	62.91
DENVER SERV CTR	320	32,644	22,952	70.31	19,910	11,784	59.19
PORTLAND SERV CTR	186	17,425	12,257	70.34	10,749	6,326	58.85
BOISE I-A FIRE CTR	14	1,502	832	55.39	896	172	19.20
HEARING EXAM-SAC	7	832	324	38.94	448	560	125.00
HEARING EXAM-S.L.C.	5	584	393	67.29	320	403	125.94
EASTERN STATES OFC	52	5,588	3,836	68.65	3,220	2,544	79.01
BUREAU TOTALS	3,878	379,912	265,281	69.83	237,852	118,472	49.81

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

GRADE DISTRIBUTION REPORT
PART TWO- FILLED AND VACANT POSITIONS BY STATE*

AS OF AUGUST 19 1967
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BUREAU TOTAL				FIRST TWO FIELDS AND WEIGHT POSITIONS OF NAMES																									
CSDC	TOTAL POSITIONS	TOTAL FILLED	TOTAL VACANT		18	17	16	15	14	13	12	11	10	09	08	07	06	05	04	03	02	01	W6	W5	FC	EX			
ARIZONA TOTAL	140	132	8	FILLED-VACANT-	0	0	0	0	3	1	11	31	0	22	0	18	5	19	16	5	0	0	0	0	0	0	0		
CALIFORNIA TOTAL	204	260	16	FILLED-VACANT-	0	0	0	0	4	8	20	52	0	70	1	22	11	32	30	13	0	0	4	0	0	0	0		
COLORADO TOTAL	182	179	3	FILLED-VACANT-	0	0	0	0	2	4	14	56	0	40	0	13	4	17	20	7	0	0	1	0	0	0	0		
WASHINGTON OFFICE TOTAL	300	275	33	FILLED-VACANT-	1	0	3	0	25	61	22	12	1	20	3	23	17	35	16	17	0	0	0	0	0	1	0		
IDAH0 TOTAL	190	185	5	FILLED-VACANT-	0	0	0	0	2	3	18	41	0	49	0	20	3	16	21	4	0	0	7	0	0	0	0		
MONTANA TOTAL	189	183	6	FILLED-VACANT-	0	0	0	0	2	3	15	43	0	46	0	23	6	25	17	2	0	0	0	0	0	0	0		
NEVADA TOTAL	205	196	9	FILLED-VACANT-	0	0	0	0	2	6	18	43	0	44	0	70	2	25	27	3	1	0	4	0	0	0	0		
NEW MEXICO TOTAL	187	184	3	FILLED-VACANT-	0	0	0	0	2	3	13	32	0	45	0	25	2	23	28	8	1	0	1	0	0	0	0		
OREGON TOTAL	736	719	17	FILLED-VACANT-	0	0	0	0	9	14	38	128	0	240	1	99	16	91	43	19	2	0	17	0	0	0	0		

*BASED ON T/O POSITION CEILING. DOES NOT INCLUDE OVERCFLING EMPLOYEES,
BEGINNING PROFESSIONALS, OR TEMPORARIES UNLESS IN PERMANENT POSITIONS.

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

POSITION TITLE VARIETIES

AUGUST 1967
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CSOC	POSITION TITLE	GRADE	NR EMPLOYEES THIS TITLE	NR EACH TITLE BY WASHINGTON	APPOINTING DENVER	AUTHORITY PORTLAND
00486	WDLF BIOL	14	1	1	0	0
	WDLF MGMT BIOL	13	2	0	1	1
	WDLF MGMT BIOL	12	11	0	6	5
	WDLF BIOL	11	2	1	0	1
	WDLF MGMT BIOL	11	2	0	2	0
	WDLF MGMT BIOL	09	3	0	2	1
	WDLF SPEC	09	3	0	0	3
	WDLF BIOL	07	3	0	0	3
	WDLF MGMT BIOL	07	7	0	7	0
	WDLF MGMT BIOL	05	5	0	5	0
*****	TOTAL CSOC		39	2	23	14
*****	OCCUPATION CODE TITLE PER TABLE		WILDLIFE BIOLOGY			

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

WAGE BOARD HOURLY RATE COMPARISON

SEPTEMBER 1967

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[illegible]

U. S. DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

AUGUST 18, 1967

GEOGRAPHIC SURVEY
OF FEDERAL EMPLOYMENT

PAGE NO 15

LOCATION CODE	STATE OR CONTINENT NAME	COUNTY OR COUNTRY NAME	CITY NAME	TOTAL EMPLOYEES	TOTAL CLASS-ACT	TOTAL WAGE BOARD	TOTAL OTHER
43 0150 003	UTAH	BOX ELDER	BRIGHAM CITY	7	5	0	2
43 0625 003		***** UNKNOWN *****		4	0	3	1
43 1540 007		CARBON	PRICE	40	19	11	10
43 1320 011		DAVIS	NORTH SALT LAKE	1	1	0	0
43 0430 017		GARFIELD	ESCALANTE	7	3	1	3
43 1170 019		GRAND	MOAB	5	4	0	1
43 0190 021		IRON	CEDAR CITY	22	12	4	6
43 0830 025		KANE	KANAB	27	15	8	4
43 0500 027		MILLARD	FILLMORE	38	19	9	10
43 1570 033		RICH	RANDOLPH	3	0	3	0
43 1700 035		SALT LAKE	SALT LAKE CITY	132	91	3	38
43 1200 037		SAN JUAN	MONTICELLO	42	22	9	11
43 1590 041		SEVIER	RICHFIELD	29	19	4	6
43 2010 047		UINTAH	VERNAL	33	17	5	11
43 1670 053		WASHINGTON	ST GEORGE	34	20	5	9
TOTALS				424	247	65	112

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

OCCUPATIONAL INVENTORY
INCLUDES JOB CORPS

AUGUST 19 1967
PAGE 1

PART I FULL-TIME EMPLOYEES
----- SUBJECT TO CLASS ACT

PAY PLAN	OCCUP. CODE	GRADE LEVEL	OUTSIDE MALE	WASH. FEMALE	D.C. FEMALE	AREA FEMALE	INSIDE MALE	WASH. FEMALE	D.C. FEMALE	AREA FEMALE	TOTAL PEOPLE
-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
GS	00018	11	02	00			00	00			02
GS	00110	07	00	00			01	00			01
		12	01	00			01	00			02
		13	01	00			00	00			01
		14	00	00			01	00			01
GS	00136	14	00	00			01	00			01
GS	00142	09	01	00			00	00			01
GS	00187	11	01	00			00	00			01
GS	00188	07	01	00			00	00			01
		09	01	00			00	00			01
GS	00193	12	01	00			00	00			01
GS	00201	07	01	00			00	00			01
		09	00	01			00	00			01
		11	02	00			00	02			04
		12	01	00			01	00			02
		13	01	00			01	01			03
		14	01	00			02	00			03
		15	00	00			01	00			01
GS	00203	04	00	04			00	00			04
		05	00	07			00	02			09
		06	00	02			00	00			02
		07	00	00			00	02			02
		09	00	01			00	00			01
GS	00212	09	00	01			00	00			01
GS	00235	05	00	01			00	00			01
		12	04	00			01	00			05
		13	01	00			00	00			01

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENTORGANIZATIONAL REPORT
FOR SENATE COMMITTEE ON GOVERNMENT OPERATIONS

AUGUST 19 1967

ORGANIZATION TITLE	TOTAL NO. EMPLOYEES	FULL- TIME	PART TIME	INTER- MITTENT
OFFICE OF THE DIRECTOR	8	8	0	0
OFFICE OF INFORMATION	11	11	0	0
OFFICE OF APPEALS AND HEARINGS	19	18	1	0
OFFICE OF PROGRAM DEVELOPMENT	10	10	0	0
OFFICE OF LEGISLATION AND COOP. RELATIONS	11	11	0	0
ASSISTANT DIRECTOR, LANDS AND MINERALS	42	42	0	0
ASSISTANT DIRECTOR, RESOURCE MANAGEMENT	94	93	1	0
ASSISTANT DIRECTOR, ADMINISTRATION	124	124	0	0
FIELD OFFICES	5,397	5,365	32	0
FOREIGN SERVICE	8	8	0	0
JOB CORPS				
WASHINGTON D.C.	2	2	0	0
FIELD OFFICES	309	309	0	0
TOTAL JOB CORPS	311	311	0	0
TOTAL BUREAU EMPLOYMENT	6,035	6,001	34	0

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT
SALARY AND WAGE DISTRIBUTION
INCLUDES BLM REGULAR AND JOB CORPS COMBINED

WASHINGTON D.C. METRO. AREA PART A AUGUST 19 1967
GENERAL SCHEDULE (PL 89-301)

NOTE: TOTALS INCLUDE SAVED PAY RATES, PYBOTS, YOC AND
----- NON-CITIZENS BUT NO SEPARATE IDENTITY IS PROVIDED.

GRAND TOTAL	353									
TOTAL, PART-TIME AND INTERMITTENT	2									
TOTAL, FULL-TIME	351									
GR FULL-TIME	WITHIN-GRADE STEPS									
TOTAL	1	2	3	4	5	6	7	8	9	10
01	0	0	0	0	0	0	0	0	0	0
02	9	7	0	0	1	0	0	0	0	0
03	31	21	4	1	0	0	2	1	1	0
04	28	17	2	2	1	2	2	0	2	0
05	57	14	5	4	6	5	3	5	7	3
06	22	2	1	3	5	2	0	4	3	1
07	27	2	5	2	3	3	5	4	2	1
08	3	0	0	1	0	0	0	1	1	0
09	24	4	4	0	6	1	2	1	0	0
10	1	1	0	0	0	0	0	0	0	0
11	15	4	4	2	2	1	0	0	1	0
12	24	7	4	6	4	2	1	0	0	0
13	62	8	13	4	12	14	7	0	3	0
14	26	6	5	1	4	4	4	1	1	0
15	17	3	3	1	3	4	1	1	0	0
16	3	0	0	1	0	2	0	0	0	0
17	1	0	0	0	0	1	0	0	0	0
18	0	0	0	0	0	0	0	0	0	0
EX	1	1	0	0	0	0	0	0	0	0
TOTAL	351	97	50	29	48	42	28	19	25	6

REPT AUTH MASTER LIST UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

FEBRUARY 29, 1968

PERFORMANCE EVALUATION CONTROL LISTING

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DENVER SERVICE CTR STATE COLORADO

REPORTING OFFICE	POS-NR	EMPLOYEE NAME	SSN	RATING DUE DATE	RATING REC DATE	RATING ASSIGNED
(020) GLENWOOD SPRINGS DISTRICT						
DIVISION OF OPERATIONS	2701	JOHN DOE 40	503-24-0626	05/05/68		
(030) MONTROSE DISTRICT						
DIVISION OF RESOURCE MANAGEMENT	3705	JOHN DOE 17	281-26-9797	05/05/68		
(050) CANON CITY DISTRICT						
DIVISION OF OPERATIONS	2701	JOHN DOE 42	504-18-5288	05/05/68		
SAN LUIS RESOURCE AREA	4805	JOHN DOE 79	526-22-0402	05/05/68		
(070) GRAND JUNCTION DISTRICT						
DIVISION OF OPERATIONS	2701	JOHN DOE 71	523-38-9800	05/05/68		
DIVISION OF OPERATIONS	2704	JOHN DOE 35	483-40-9366	05/05/68		
(090) DIVISION OF ENGINEERING						
DIVISION OF ENGINEERING	1203	JOHN DOE 16	279-09-0816	05/05/68		
BRANCH OF DESIGN & CONSTRUCTION	1302	JOHN DOE 06	529-40-2954	05/05/68		
BRANCH OF CADASTRAL SURVEYS	2302	JOHN DOE 30	500-34-0315	05/05/68		

UNITED STATES DEPARTMENT OF INTERIOR
BUREAU OF LAND MANAGEMENT

FEBRUARY 29, 1968

TO: SUPERVISOR OF JOHN DOE JR
DIVISION OF ENGINEERING , COLORADO

FROM: PERSONNEL OFFICER, DENVER SERVICE CTR

SUBJECT: PERFORMANCE EVALUATION NOTICE

IN ACCORDANCE WITH PROCEDURES CONTAINED IN MANUAL INSTRUCTION 1400-430, PERFORMANCE RATING
IS DUE MAY 5, 1968 FOR THIS EMPLOYEE:

ORGANIZATION NAME	EMPLOYEE NAME	TITLE	PAYPL/GND/ST SSN
BRANCH OF CADASTRAL SURVEYS	JOHN DOE JR	SUP CADAS SURV	GS 11 05 500-34-0315

RATING ASSIGNMENT: DATE: SUPERVISORS SIGNATURE:
REMARKS

RETURN ORIGINAL IN BLUE ENVELOPE TO SERVICING PERSONNEL OFFICE

R'S CARD

968

f Land

ower/personnel
formation

OFFICE	DATE RETURNED

(Continued on reverse)

HD 221 .L352 1968

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Management.

Automated manpower/personnel
management information

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